

2-19-88

**V . PRELIMINARY SCHEDULE FOR
PERSONNEL STUDY OF THE INTELLIGENCE COMMUNITY**

<u>ACTION:</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>
Contract Award	●											
Panel Selection	—											
Chair & Proj. Dir. on Prelim. Workplan	●											
Info. Request to Community Members	●											
Agency Briefings of Proj. Staff	—											
Initial Analysis Develop Workplan		—										
Discuss Workplan w/Study Steer. Group (SSG)		●										
First Panel Meeting		●										
Draft Report to Panel			●									
Report to DCI				●								
Report due Congress				May 1								
Conduct In-depth Analysis/Surveys			—	—	—	—	—	—				
Progress Report to SSG					●							
Initial Issue Papers to Panel						●						
Second Panel Meeting							●					
Draft Reprt to Panel								●				
Report to DCI								●				
Report due Congress								Sep. 1				
Complete Issue Analysis									●			
Third Panel Meeting									●			

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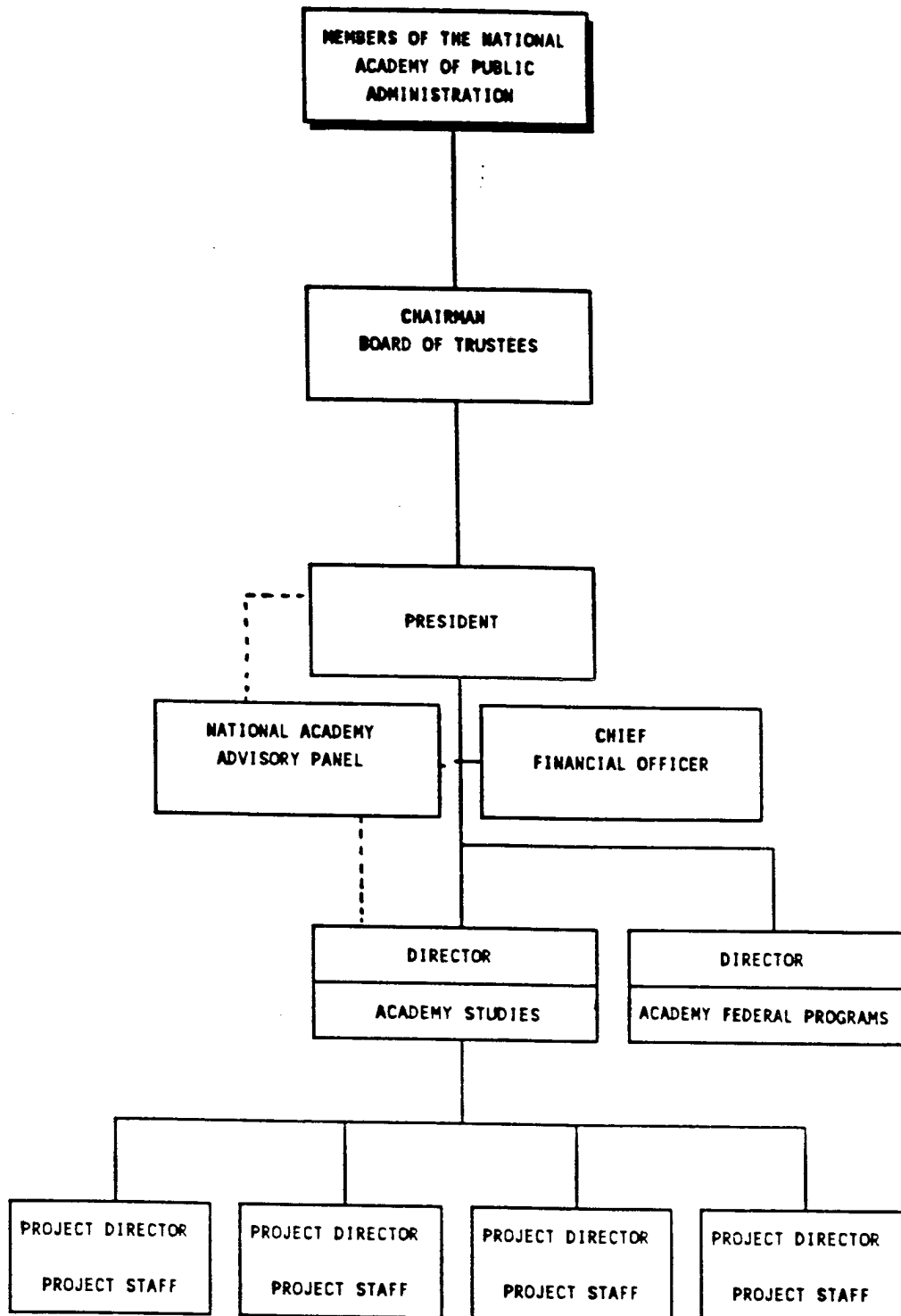
ACTION: (Con't)

	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
Draft Final Report												
Fourth Panel Meeting										●		
Draft Final Report to DCI											●	
Final Report to DCI												●
Report due Congress												Jan 20
Briefings on Project Officer/SSG		●	●	●	●	●	●	●	●	●		

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NATIONAL ACADEMY
OF PUBLIC ADMINISTRATION
ORGANIZATION CHART



**CANDIDATES FOR FIVE TO SEVEN MEMBER PANEL
FOR PERSONNEL STUDY OF
THE INTELLIGENCE COMMUNITY**

(*Denotes Academy Members)

Julius W. Becton, Jr.

Director, FEMA

Lt. General, U.S. Army, retired

Donald McHenry

President, Int'l Relations

Consultants

former Ambassador to U.N.

Dr. James Colvard*

former Deputy Dir., OPM;

Dir., Civilian Personnel Policy,

Dept. of Navy; Dep. Chief,

Naval Material

Fred Meuter, Jr.

Mgr., Exec. Comp., Xerox

(NAPA Panel Member on NASA

Exec. Comp.)

Edie Goldenberg*

Director, Institute of Public

Studies and Prof., Pol. Sci.,

Univ. of Michigan

former Consultant to Dir., OPM

William G. Miller*

Pres., Am. Committee on U.S.

Soviet Relations

former Staff Dir., Senate

Select Comm. on Intelligence

Bobby R. Inman*

Chairman and CEO

Westmark Systems, Inc.

David Nurenburg

Mgr., Exec. Comp., Exxon

(NAPA Panel Member on NASA Exec.

Comp.)

Carol Laise*

Ambassador, retired

Philip A Odeen*

Reg. Managing Partner

Coopers and Lybrand

former Dir. of Progr. Analysis, NSC

Thomas S. McFee*

Asst. Secty. for Personnel Adm.,

HHS; former Project Leader,

Weapons Systems

Eval. Group, DOD

Edward G. Sanders*

Pres. Int'l Plng. and Analysis

Center, Inc.

former Staff Dir.,

Senate Foreign Relations Comm.

INTELL-COM/ams

STAFF BIOGRAPHIES

Don Wortman
Advisor to the President and Member of
The National Academy of Public Administration

WORK EXPERIENCE

1987/Continuing	Management Consultant and Project Director for Various Studies and Seminars at the National Academy of Public Administration
1986	Project Director, "Maintaining The Bureau of Prison's Excellence in Public Management : A Human Resources Agenda for the Future."
1984	Seminar Director, "Shaping The Next Decade," National Institute of Public Affairs
1984	Management Consultant to the Director, Department of Human Services, State of Oklahoma
1984	Project Director, Survey of Business Management Functions of the Space Telescope Science Institute at Johns Hopkins University, National Academy of Public Administration
1982 & 1983	Project Director, Deregulation of Government Management Study, National Academy of Public Administration
1982	Executive Director (half-time), Renewable Natural Resources Foundation, Bethesda, Maryland
1981/Continuing	Management Consultant to the Comptroller General of the United States of America
1981	Group Vice-President, United Way of America
1979 & 1980	Deputy Director for Administration, Central Intelligence Agency
1977 & 1978	Acting Commissioner and Deputy Commissioner, Social Security Administration
1977	Acting Administrator, Health Care Financing Administration
1976	Acting Administrator, Social and Rehabilitation Service
1973 to 1976	Deputy Assistant Secretary for Planning and Evaluation, Department of Health, Education and Welfare
	— Secretary's Special Coordinator for assessing impact of 1974 oil embargo on hospitals, nursing homes, elementary and secondary schools and higher education institutions

— Director, Vietnamese Refugee Task Force

1973 Administrator, Office of Price Monitoring, Cost-of-Living Council

1971 & 1972 Director of Operations, Price Commission

1971 Controller, Office of Economic Opportunity (OEO)

1967 to 1970 Associate Director for Operations, Community Action Program, OEO

1966 Deputy Director, Office of Research Plans, Programs and Evaluation, OEO

1965 Associate Director for Programs and Evaluation, Office of Research, Plans, Programs and Evaluation, OEO

1964 Director, Requirements and Facilities Division, Albuquerque Operations, Atomic Energy Commission (AEC)

1962 to 1963 Director, Budget Division, Albuquerque Operations, AEC

1961 Deputy Director, Programs and Budget Division, Division of Military Application, AEC

PROFESSIONAL DEVELOPMENT

1953 to 1960 Management Intern through Senior Program Analyst - Divisions of Reactor Development and Military Application, AEC

1952 Special Assistant, Vice-President for Academic Affairs, University of Minnesota

EDUCATION

BA, Economics and Political Science, Macalester College, 1946 through 1951

MA, Public Administration, University of Minnesota, Course work, 1951-52 Thesis: "Operations Research and Public Administration - A Perspective," 1962

Industrial College of the Armed Forces, 1961-62

HONORS

Member, National Academy of Public Administration
Certificate of Appreciation, the President of the United States
Distinguished Citizen Award, Macalester College
Ewell T. Bartlett Memorial Award for Humanity in Government, SSA
Intelligence Medal of Merit
Distinguished Service Award, Price Commission
HEW Secretary's Citation from (3) Secretaries, Weinberger, Matthews, & Califano
Meritorious Service Award, Federal Government Accountants Association
Chapter Service Award, National Capital Area Chapter, ASPA

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FRANK A. YEAGER

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EDUCATION:

DPA, Public Administration, University of Southern California, 1986.

MPA, Public Administration, University of Southern California, 1984.

MA, Government, Wayne State University, 1954.

BA, Honors in Political Science, University of Michigan, 1952.

PROFESSIONAL HIGHLIGHTS:

Human Resources Management

Deputy Project Director for National Academy of Public Administration study of human resource management needs for Bureau of Prisons future growth.

Member of General Accounting Office Advisory Group for study of human resource management in the Federal government.

Directed development of the Department of Labor Senior Executive Service personnel system.

Directed the development of new performance appraisal systems for all Department of Labor staff in accordance with the Civil Service Reform Act of 1978.

Directed the development of new pay systems for all executive and senior management staff in the Department of Labor.

Conducted study of mission and program goals, organization and staff qualifications in the office of Pension and Worker's Benefit Programs.

Directed the development of a revised position classification program for the Department of Labor of give increased classification authority to line managers.

Served as a member of the personnel work group for the National Academy of Public Administration study "Revitalizing Federal Management."

Management Systems

Served as member of a three person team which conducted a management review of the Washington office of the Interior Department's Bureau of Land Management.

Conducted reviews of management procedures in state family assistance offices as part of a study of the quality control program for food stamps, AFDC, and Medicaid. Reviews were for a study by the National Academy of Sciences Committee on National Statistics of the Commission on Behavioral and Social Sciences and Education.

Consultant of the Occupational Safety and Health Administration to review management systems and make recommendations to improve internal controls.

Provided leadership in the development of new management system for Secretary of Labor Brock which provides for establishment of goals for the Department's Agencies and the tracking of progress in goal accomplishment.

Directed the development and implementation of ADP and telecommunications planning process for the Department of Labor.

Developed program review and an analysis system for the Department of Labor which provided senior officials with quarterly report on program accomplishments and shortfalls.

Directed study for decentralization of Department of Labor personnel operations from the Office of the Secretary to agencies and subsequently to regional offices.

Directed comprehensive review of Department of Labor program operations to determine which should be considered for contracting out to the private sector under the A-76 program.

Information Resources Management

Directed preparation of the Department of Labor's first comprehensive information resources management plan.

Established information resources management policy and planning processes for the Department of Labor.

Directed study of automated information systems in the District of Columbia Public School System.

Directed development of long-term strategic IRM framework for Washington Metropolitan Area Transit Authority.

Directed study on automation of personnel processing systems in the Department of Labor and managed implementation of the recommendations.

Training

Directed a comprehensive review and redesign of the Department of Labor supervisory and management training programs.

Developed and presented training programs on a variety of subjects including the Civil Service Reform Act of 1978, inter-governmental audit under the Comprehensive Employment and Training Act of 1972, performance appraisal, and pay systems.

Have served as a guest lecturer at a number of inter-governmental training programs.

Taught personnel management at the graduate and undergraduate levels at George Mason university and Montgomery College and have been a guest lecturer at other universities.

Audit and Evaluation

Directed a comprehensive internal audit program of all Department of Labor activities and a financial audit program of all contract and grant activities.

Directed a comprehensive personnel management evaluation program for Department of Labor activities.

PROFESSIONAL EXPERIENCE:

Independent Consultant (1987).

EDA Systems, Inc. (1986). Director, Systems Development Division.

U.S. Department of Labor. (1984-1986). Director of Information Resources Management.

---(1978-1984). Director of Personnel Management.

---(1981). Acting Deputy Inspector General.

---(1978). Director of Management Policy and Systems.

---(1974-1978). Director of Audit and Investigations.

---(1972-1974). Special Assistant to the Under Secretary of Labor

---(1956-1972). Assignments in various administrative areas.

AFFILIATIONS:

American Society for Public Administration, Member.

International Personnel Management Association, Member.

Federal Section, IPMA, President (1985) and past member of the Board of Directors.

Member of Advisory Panel to the General Accounting Office on personnel office productivity study.

Member of the Program Committee for the 1987 Ottawa Conference of the International Personnel Management Association.

Presidential Award of Meritorious Executive, 1982.

PUBLICATIONS:

"Assessing CSRA Impact on Senior Manager Work Priorities" Public Administration Review, 47 (September/October, 1987)

"Auditing CETA--An Approach to Inter-governmental Auditing," Government Accountants Journal, XXVII (Winter, 1978-1979)

Invited response to article by Professor Chester Newland, "Crucial Issues for Personnel Professional," Public Personnel Management, 13 (Spring, 1984)

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